



Illinois State Board of Education

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Darren Reisberg
Chairman

Dr. Carmen I. Ayala
State Superintendent of Education

November 20, 2020

TO: Eligible Applicants

FROM: Dr. Carmen I. Ayala 
State Superintendent of Education

SUBJECT: **NOTICE OF FUNDING OPPORTUNITY (NOFO) / REQUEST FOR PROPOSALS (RFP):**
Fiscal Year 2021 After School Programs – Non-School Districts

CSFA Number: 586-84-2069
CSFA Title: After School Programs Grant

Eligibility and Application Information

Eligible Applicants: Eligible applicants are non-school district entities that meet the following criteria:

- Serve 90 percent or more of low-income students
- Documented success in improving outcomes
- Documented evidence of a strong relationship with local school or school district
- Documented evidence of effective enrichment activities and increased safety
- Documented evidence of effective grant management

***There is no minimum number of students served requirement for this competition.**

The After Schools Matter Program will not be eligible due to the \$3 million appropriation provided in Public Act 101-0637.

NOTE: The State of Illinois Grant Accountability and Transparency Act (GATA) requires applicants to complete Pre-qualification requirements before applying for an FY 2021 grant. This includes completion of the Grantee Registration and Pre-qualification process through the Illinois GATA Web Portal at <http://www.illinois.gov/sites/GATA/Grantee/Pages/default.aspx>. Grant applications must be submitted by the application deadline indicated in this NOFO/RFP.

Grant applicants are required to complete an FY 2021 Fiscal and Administrative Risk Assessment in the form of an Internal Controls Questionnaire (ICQ) available through the GATA Web Portal and an FY 2021 Programmatic Risk Assessment through the ISBE Web Application Security (IWAS) system. Grant awards will not be executed until the FY 2021 ICQ and Programmatic Risk Assessments are completed.

Dun and Bradstreet Universal Numbering System (DUNS) Number and System for Award Management (SAM): Each applicant (unless the applicant is an individual or federal or state awarding agency that is exempt from those requirements under 2 CFR § 25.110(b) or (c), or has an exception approved by the federal or state awarding agency under 2 CFR § 25.110(d)) is required to:

- Be registered in SAM before submitting its application. If you are not registered in SAM, you may do so at www.sam.gov;
- Provide a valid DUNS number in its application <https://fedgov.dnb.com/webform>; and

- (iii) Continue to maintain an active SAM registration with current information at all times during which it has an active federal, federal pass-through, or state award or an application or plan under consideration by a federal or state awarding agency. The Illinois State Board of Education (ISBE) may not consider an application for a federal pass-through or state award to an applicant until the applicant has complied with all applicable DUNS and SAM requirements.

Code of Federal Regulations / Title 2 - Grants and Agreements / Vol. 1 / 2014-01-01192: Guidance is found at <https://www.gpo.gov/fdsys/pkg/CFR-2013-title2-vol1/pdf/CFR-2013-title2-vol1.pdf>.

This grant is subject to the provisions of:

- Grant Accountability and Transparency Act (GATA), 30 ILCS 708/1 et seq. <http://www.ilga.gov/legislation/ilcs/ilcs3.asp?ActID=3559&ChapterID=7>
- Administrative Rules for GATA, 44 Ill. Admin. Code Part 7000 <ftp://www.ilga.gov/JCAR/AdminCode/044/04407000sections.html>

Merit-Based Review and Selection Process for Competitive Grants: ISBE is required to design and execute a merit-based review and selection process for applications. This process is incorporated by reference in all applicable funding opportunities. The full text of the ISBE merit-based review policy can be found at https://www.isbe.net/Documents/Merit_Based_Review_Policy.pdf. Applicants are advised to refer to the policy document.

Grant Award/Cost Sharing or Matching: The total amount of grant funding will not exceed \$3 million.

There is no matching requirement for this grant.

Additional funding information can be found under Funding Information on page 5.

Grant Period: The grant period will begin no sooner than January 4, 2021 and will extend from the execution date of the grant until August 31, 2021. *Funding in the subsequent years will be contingent upon a sufficient appropriation for the program and satisfactory progress in the preceding grant period.*

Submission Dates and Times/Other Submission Requirements: Proposals can be submitted electronically through the ISBE Attachment Manger or mailed no later than 4:30 p.m. January 4, 2021. Directions for each submission method are found below.

Electronic Submission: Completed proposals submitted electronically should be scanned into PDF with all supporting documents and required signatures. The ISBE Attachment Manager is found at <https://sec1.isbe.net/attachmgr/default.aspx>. Choose Constance A. Denney from the drop down menu in Receiver Information. Submit the application using the button at the bottom of the page.

Mailed Proposals: Mail the original and one copy/an electronic copy of the proposal on a USB flash drive to Connie Denney, Illinois State Board of Education, Wellness Division, 100 N. First Street. (S-493), Springfield, IL 62777-0001 to ensure the NOFO/RFP response is in the ISBE offices no later than 4:30 p.m. January 4, 2021. It is advised to use certified mail with guaranteed delivery date and a return receipt requested.

Late proposals will not be accepted.

Grant Award Notice: It is anticipated that successful applicants will receive a Notice of Award from the State Superintendent via email approximately 90 days after the application deadline. The award letter is NOT an authorization to begin performance or expenditures. After the merit-based appeal timeframe has ended, awardees will receive additional information from the program area that includes the next steps for finalizing the grant. Monies spent prior to programmatic approval are done so at the applicant's own risk.

Technical Assistance Session: A technical assistance session will be held at 10 a.m. December 1, 2020. Registration information is found at <https://register.gotowebinar.com/register/3496757449625168912>. Attendance is not required.

Changes to NOFO/RFP: ISBE will post any changes made to the NOFO/RFP prior to December 1, 2020, at <https://www.isbe.net/Pages/Request-for-Proposals.aspx>. Applicants are advised to check the site before submitting a proposal.

Agency Contact/Contact to Request Application Package: Contact Connie Denney at (217) 782-5270 or cdenney@isbe.net for more information on this NOFO/RFP. *All questions asked concerning this NOFO/RFP will be responded to in a Frequently Asked Questions document found at <https://www.isbe.net/Pages/After-School-Programs.aspx> so all respondents can see all questions and the responses to the questions. Changes to the FAQ will not be made after December 22, 2020. Applicants are advised to check the site before submitting a proposal.*

Program Description

Program Purpose:

Communities can apply for competitive grants to develop partnerships with local governmental entities, education organizations, faith-based organizations, civic organizations, and philanthropic groups to activate initiatives. Funding is provided for collaborative approaches and to bridge support services that are sustainable for children and families to help ensure students are present, focused, and ready to learn in the classroom.

Program Description:

The purpose of the grant is to provide opportunities outside of the school day to:

- Improve academic outcomes for students; and/or
- Provide opportunities for enrichment activities in a safe and healthy environment; and/or
- Provide opportunities to strengthen public, private, and philanthropic partnerships so that quality support services are more durable for students facing the greatest challenges.

Program Background/History:

Public Act 101-637 appropriated \$20 million in General Revenue funds to provide the After School Programs Grants to school districts and community organizations for after-school programming, as well as other programming outside of the normal school day.

ISBE Board Goal(s):

- Student Learning – Every child will make significant academic gains each year, increasing their knowledge, skills, and opportunities so they graduate equipped to pursue a successful future, with special attention paid to historic inequities.
- Learning Conditions – All districts and schools will receive the resources necessary to create safe, healthy and supportive learning environments, and will be equipped to meet the unique academic and social and emotional needs of each and every child.
- Educator Quality – Illinois' diverse student population will have effective educators who are prepared through multiple pathways and are supported in and recognized for their efforts to provide each and every child an education that meets their needs.

Program Objectives:

The purpose of the grant is to provide opportunities outside of the school day to:

- Improve academic outcomes for students; and/or
- Provide opportunities for enrichment activities in a safe and healthy environment; and/or

- Provide opportunities to strengthen public, private, and philanthropic partnerships so that quality support services are more durable for students facing the greatest challenges.

Policy Requirements:

Public Act 101-637 appropriated \$20 million in General Revenue funds to provide the After School Programs Grants to school districts and community organizations for after-school programming, as well as other programming outside of the normal school day.

Performance Measures:

The applicant will provide an application that includes a Program Narrative, along with a Project Plan outlining Goals, Objectives, and Budget for all grant-related activities. All activities must:

- Provide new or expanded program that improves academic outcomes for students, and/or
- Provide opportunities for enrichment activities in a safe and healthy environment; and/or
- Provide opportunities to strengthen public, private, and philanthropic partnerships so that quality support services are more durable for students facing the greatest challenges

Applicants will submit quarterly reports that are due 20 days following the report quarter.

Applicants must also develop a final year-end report that demonstrates the project deliverables and documents impact.

Targets:

The applicant will demonstrate that one or more of the following objectives:

- Academic outcomes for students are in progress.
- Enrichment activities in a safe and healthy environment are in progress.
- Public, private, and philanthropic partnerships are in progress.
- Comprehensive year-end performance and data reports regarding progress toward implementation of the program and achievement of the program are in progress.

Performance Standards:

The applicant will demonstrate that one or more of the following objectives have been met:

- Academic outcomes for students were improved.
- Enrichment activities in a safe and healthy environment were provided.
- Public, private, and philanthropic partnerships were established.
- Comprehensive year-end performance and data reports regarding progress toward implementation of the program and achievement of the program were submitted.

Deliverables and Milestones:

All successful applicants must submit quarterly reports in alignment with the program risk assessment and all GATA requirements. A comprehensive year-end performance and data report regarding progress toward implementation of the program and achievement of the program objectives shall be submitted to the grant program manager no later than 30 days after the grant end date. Performance reports must include a comparison of actual accomplishments to the intent of the program and indicate reasons why established goals were not met, if applicable. All mandatory fiscal reports must also be submitted, in accordance with and as outlined in the Illinois State Board of Education State and Federal Grant Administration Policy, Fiscal Requirements, and [Procedures handbook](#). Successful grantees will be expected to provide opportunities for students that:

- Develop and/or expand a collaborative program plan with a local school(s) or school district(s) that improves academic outcomes for students; and/or

- Provide opportunities for enrichment activities in a safe and healthy environment; and/or
- Provide opportunities to strengthen public, private, and philanthropic partnerships so that quality support services are more durable for students facing the greatest challenges

Project activities for the After School Programs - Non-School Districts could include, but are not limited to, summer programming or bridge programs that might currently be focused on a smaller number of students, increasing numbers served or activities offered to current activities and funded programs, and increased planning and building of relationships with schools and community-based groups.

Funding Information

Introduction:

Public Act 101-637 appropriated \$20 million in General Revenue funds to provide After School Programs Grants to school districts and community organizations for after-school programming, as well as other programming outside of the normal school day. A total of \$17 of the \$20 million is for Local Education Agencies (LEAs), with \$3 million available for non-school district providers through a competitive grant process.

NOTE: Allocations and payment under this grant are subject to appropriation action by the Illinois General Assembly or, for federal programs, the U.S. Congress. Obligations of the State Board of Education will cease immediately without further obligation should the agency fail to receive sufficient state, federal, or other funds for this program.

Cost Sharing or Matching:

Cost sharing or matching is not required.

Indirect Cost Rate:

The federal Uniform Guidance at 2 CFR 200 requires that grantees be provided the opportunity to seek indirect cost reimbursements based on negotiated indirect cost reimbursement rates. Rates are determined and applied as follows.

LEAs

- LEA indirect cost rates are developed in accordance with a delegation of authority agreement between ISBE and the U.S. Department of Education (ED). The plan includes both a restricted and unrestricted rate for each individual LEA. Both the restricted and unrestricted LEA rates are published annually on the ISBE website. The FY 2019 rates are available at <https://www.isbe.net/Pages/Indirect-Cost-Rate-Plan.aspx>. In the past, only the restricted rate was allowed when budgeting indirect cost reimbursements.

LEAs have the ability to seek indirect cost reimbursement at the published unrestricted rate for any program other than those identified as restricted by ED.

- Newly organized LEAs, Regional Offices of Education, Intermediate Service Centers, area vocational centers, charter schools, university laboratory schools, and governmental entities formed by a joint agreement among LEAs utilize either the statewide average of LEA unrestricted or restricted indirect rates as appropriate, depending on program.
- LEAs that jointly administer federal program(s) utilize either the approved unrestricted or restricted indirect cost rates for the administrative district of the joint program as appropriate, depending on program.

Non-LEAs

- Programs eligible for an unrestricted indirect cost rate; not-for-profit entities; community/faith based organizations; and other non-LEA, non-university subgrantees utilize rates negotiated through the Governor's Office of Management and Budget centralized process where they will have the option to:
 - o Select the 10 percent diminimus rate.
 - o Submit documentation supporting a rate determined through negotiation with their federal cognizant agency.
 - o Negotiate a rate.

Non-LEA, non-university grantees may initiate the unrestricted indirect cost rate negotiation process through the GATA grantee portal at <https://grants.illinois.gov/portal/>.

- Federal programs requiring the use of a restricted indirect cost rate, not-for-profit entities, community/faith based organizations, and other non-LEA subgrantees shall utilize the 8 percent default rate described at 34 CFR 76.564.
- Colleges and universities will be limited to a maximum indirect cost rate of 8 percent or other indirect cost rate calculated by their cognizant federal agency, whichever is less, for grants administered by ISBE.

Costs associated with Fiscal Support Services (2520), Internal Support Services (2570), Staff Support Services (2640), Data Processing Services (2660), and Direction of Business Support Services (2510) charged to the Educational Fund are properly budgeted as indirect costs.

Funding Restrictions:

Funds received under this program must be used to supplement, and not supplant, funds that would otherwise be used for authorized activities.

Non-allowable expenses include:

- Pre-award costs
- Overnight or out-of-state travel for students
- Any activity outside the goals of this grant

Travel Information

30/ILCS 708/130 places the restrictions listed below on travel costs, lodging, and sustenance.

(Travel costs are the expenses for transportation, lodging, subsistence, and related items incurred by the employees of the recipient or subrecipient who are in travel status on official business of the recipient or subrecipient. Such costs may only be charged to a state or federal pass-through grant based on an adopted policy by the recipient's or subrecipient's governing board. Absent a policy, the recipient or subrecipient must follow the rules of the Governor's Travel Control Board. No policy can exceed federal travel regulations.

Lodging and subsistence. Costs incurred for travel, including costs of lodging, other subsistence, and incidental expenses, must be considered reasonable and otherwise allowable only to the extent such costs do not exceed charges normally allowed by the Governor's Travel Control Board. If the recipient or subrecipient does not have an adopted travel policy, the recipient or subrecipient must follow the rules of the Governor's Travel Control Board. No policy can exceed federal travel regulations.

Reporting Requirements

Periodic financial reporting should be completed at a minimum of quarterly via the IWAS system. Programmatic reporting should be completed at a minimum of quarterly via the IWAS system. Applicants must also develop a final year-end report that demonstrates the project deliverables and documents impact.

Content and Form of Application Submission

Instructions: Each application must be submitted in the format outlined below to be considered complete. A complete application will include all required components (the numbered items below) and signatures when mentioned. Please use the checkboxes in front of the numbers as a checklist when assembling your completed application. It is advised to attach a copy of the completed checklist with the application.

- 1. Uniform Application for State Grant Assistance (Attachment 1):** Include the name, address, telephone and fax numbers of the entity; email, name, and telephone number of the contact person; Federal Employer Identification number; DUNS number; SAM Commercial and Government Entity (CAGE) Code; and all other listed information. The Application page must be signed by the official authorized to submit proposals.
- 2. Program Narrative (Attachment 2) maximum 5 pages:** Briefly describe the overall objectives and activities of the proposed project, including student, school, and community needs; the intended outcomes; and key people who will be involved in the project.
- 3. Program Plan (Attachment 3):** Use the form provided to identify program goals and objectives, activities that align to these goals, a timeline, budget, and anticipated audience. Applicants are expected to provide general details regarding the anticipated process, measures, and/or data elements to be used in determining project success or the degree to which objectives have been met.
- 4. State Budget Summary and Payment Schedule (Attachment 4A):** The budget **MUST** be submitted on this form. No other budget form will be accepted. District budgets **MUST** be signed by the district superintendent. Other applicants should have an authorized official sign the form. The payment schedule should be based on the projected date of expenditures. Salaries and fringe benefits should be requested in equal intervals on the schedule. Supplies, equipment, contracted services, and professional development should be requested in the month for which the expenditure is anticipated.
- 5. Budget Summary Breakdown (Attachment 4B):** The budget breakdown **MUST** include descriptions of the anticipated expenditures, correlated to the line items set forth on the Budget Summary Breakdown. The budget breakdown should also include subcontract information, if applicable. (See item 1 of Attachment 5, “Program-Specific Terms of the Grant.”)
- 6. Amendment Budget Summary Breakdown (Attachment 4C):** This attachment will be required if the proposal needs to be amended after the award has been made. Leave this form blank and return with application since it is not applicable at the time the proposal is submitted.
- 7. Certifications and Assurances:** Each applicant, including each entity that is participating in a joint application, is required to submit the forms below. These must be signed by the official legally authorized to submit the proposal and to bind the applicant to its contents.
 - A. Program-Specific Terms of the Grant (Attachment 5)**
 - B. Grant Application Certifications and Assurances (Attachment 6)**

Application Review

Review and Selection Process:

The selection of the grantees will be based upon the overall quality of the application. The scoring is based upon the following criteria:

- Need is defined as the identification of stakeholders, facts, and evidence that demonstrate the proposal supports the grant program purpose.
- Capacity is defined as the ability of an entity to execute the grant project according to the project requirements.
- Quality is defined as the totality of features and characteristics of a service, project, or product that indicate its ability to satisfy the requirements of the grant program.

Applicants scoring over 80 will be given priority for funding. Applications scoring between 60 and 80 may be funded in whole or part, depending on whether there is sufficient funding provided by the General Assembly. The number of programs that will be awarded will be determined by the number of applications received and the amount of funds available to award to programs. ISBE reserves the right to determine the number of slots awarded based on community needs. As a result, applicants may not be awarded for the full number of slots requested.

Tiebreaker:

In the event of a tie, the applicant with the higher number of low-income children to be identified and served as indicated in Attachment 3 will be given a priority.

Criteria:

These overall criteria are built into the criteria below. The points for each criterion section as well as the individual criteria are included.

Following the notification of grant awards, an applicant may request copies of reviewer comments by contacting Connie Denney at cdenney@isbe.net.

Selection criteria and point values are as follows:

| Not Provided | Very Limited | Somewhat Limited | Moderate | Strong | Very Strong |
|-----------------------------------|--|---|---|---|---|
| 0 | 1 | 2 | 3 | 4 | 5 |
| Proposal requirements are absent. | Proposal provides very few details to meet the project outcomes. | Proposal is unclear and lacks enough evidence to meet project outcomes. | Proposal provides moderate detail and conveys potential to meet project outcomes. | Proposal provides good detail and strong evidence to meet project outcomes. | Proposal exceeds expectations and provides a solid plan to meet project outcomes. |

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| Section 1: The applicant demonstrates a need for the proposed project, activities, and/or resources. (Attachment 2-Narrative) 30 points | Possible Points |
|--|-----------------|

| | |
|---|------------------------|
| The proposal describes how the unique strengths and resources of the provider will contribute to the development of new or expanded programming, activities, and/or resources. | 5 |
| The proposal provides a clear description of gaps found between the current status of the program and anticipated improvements to programming, activities, and/or resources. | 5 |
| The proposal demonstrates that other sources of funding are limited to such an extent that the applicant is unable to conduct or expand efforts in the identified Goal Area(s) without funding from this grant. | 5 |
| The proposal outlines multiple sources and measures of data utilized in planning. | 5 |
| The proposal describes how the applicant engaged stakeholders in the planning and development of the proposed project. | 5 |
| The proposal clearly describes the project need as it relates to one or more of the grant goals. | 5 |
| Section 2: There is a clearly expressed relationship between the proposed project, activity, and/or resources and the shared goals for youth within the local or regional educational community. (Attachment 2-Narrative, Attachment 3-Program Plan) 40 points | Possible Points |
| The proposal describes how the project, activities, and/or resources will support improved outcomes and opportunities for youth. | 5 |
| The proposal describes how the project, activities, and/or resources relate to existing, renewed, or future goals of the local educational community. | 5 |
| The proposal describes how the applicant has worked with and supported other educational partners (schools, districts, regions, etc.) in developing programs for students. | 5 |
| The proposal contains a theory of action or theory of change pertinent to the project or activities planned. | 5 |
| The proposal provides a plan for interfacing with other systems within the school, district, or community (e.g., climate and culture, curriculum and instruction, sports and extracurricular, academic supports, community-based organizations, and enrichment). | 5 |
| The proposal contains details about how it will communicate information about activities and programming to local schools, districts, and communities and its plan to recruit student participants and meet the threshold of 90 percent of those being low-income students. | 5 |
| The proposal contains a list of activities or strategies that are informed by evidence-based practices in the relevant area of support. | 5 |
| The applicant identifies specific performance metrics against which the quality of their work can be evaluated or describes a process for development such metrics. | 5 |
| Section 3: The applicant provides evidence of previous or concurrent experience in successful grant management. (Attachment 2-Narrative) | Possible Points |

| 30 points | |
|---|---|
| The applicant has engaged in prior grant-funded programming that has shown measurable impact for youth. | 5 |
| The applicant demonstrates organizational capacity to deliver intended components of the proposed project. | 5 |
| There is evidence of evaluation and program performance monitoring experience. | 5 |
| The proposal describes effective practices in governance and leadership structures. | 5 |
| The proposal demonstrates sufficient capacity in carrying out similar grant activities or programs. | 5 |
| The proposal describes effective structures and practices in organizational stability and financial management. | 5 |